

Volume XIII – E-Filing Reference Guide for I-907

Purpose

The purpose of this volume is to highlight key aspects of the I-907 E-Filing module for prospective employers wishing to E-File a Request for Premium Processing Service (Form I-907). The following screenshots provide a preview of the I-907 E-Filing Form and can be used as a reference to prepare for E-Filing the I-907 form.

In this document the following topics will be addressed:

- [Provide Receipt Number for Upgrades](#)
- [Premium Processing E-Filing Eligibility](#)
- [I-907 and Concurrent E-Filing](#)
- [15-Day Premium Processing Clock](#)
- [E-mail Notices](#)
- [I-907 Mailing Addresses for Supporting Documentation](#)

Provide Receipt Number for Upgrades

Once you have selected to E-File the I-907, you will be presented the I-907 form where you will provide prerequisite information.

- When an I-907 is concurrently E-Filed with an I-129, you will NOT view this page and the Premium Processing case is routed based on the I-129 jurisdictional business rules.
- When E-Filing Premium Processing Upgrades it is very important to:
 - Provide the correct receipt number; and
 - Check the Case Status **immediately before** E-Filing the upgrade to ensure that your application has not been adjudicated.

The screenshot shows the 'I-907 E-filing' form. A yellow box with the text 'Very important to provide correct Receipt Number' has a blue arrow pointing to the '1. Receipt Number' field, which contains 'AAA999999999'. Another blue arrow points from the same yellow box to the '2. BCIS Location' dropdown menu, which is set to 'Vermont Service Center'. Below the dropdown are 'Back', 'Cancel', and 'Continue' buttons. The form includes instructions: 'In order to marked *' and 'Please provide information for the items'.

- The processing location for Premium Processing Upgrades is self-selected.
 - If the wrong location is selected processing of the request will be delayed.

Premium Processing E-Filing Eligibility

Requests for premium process only apply to I-129 petitions.

- The following I-129 nonimmigrants are not eligible to E-File premium processing requests:
 - H-2A and H-1C nonimmigrants; and
 - First-time E-1, E-2, and R classification nonimmigrants that are not in valid status in the U.S. and who request consular notification are not eligible. They must obtain their visas at the Consulate.

I-907 and Concurrent E-Filing

- The I-907 is available for concurrent E-Filing with the I-129.
- When E-Filing concurrently with the I-129, the I-129 must be filled out first.

Part 2. Information about request.

1. Form number of related petition or application:

2. Classification type being requested:

3. Petitioner on the relating case:

4. Beneficiary on the relating case:

I-129 is the only option available in the drop down box for the "Form number or related petition or application" field.

15-Day Premium Processing Clock

For E-Filed Premium Processing cases, the 15-Day Premium Processing Clock is started based on whether the Service Center has the necessary supporting documentation and therefore is in a position to adjudicate the case.

- In the case of I-907's concurrently E-Filed with an I-129 the 15-Day Premium Processing Clock will **not** start until the Service Center receives the required supporting documentation.
 - This information is stated on the confirmation receipt notice generated after you click on the <FINISH> button.

I-907 Form: Request for Premium Processing Service
Confirmation Receipt

BCIS Receipt Number: EAC0480002805
Concurrently Filed Identification Number: 4026
Date of Submission: 04/16/2004
First Name: k
Middle Name: k
Family Name: k
Organization Name:

Thank you for BCIS location days by stand.

Next Steps:
☐ Send supp
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DO NOT send a copy of your e-filed application with your supporting documentation.
DO NOT include any applications or fees with your supporting documentation for this e-filed application.

Please mail in any supporting documentation to this address:
 U.S. Mail:
 Vermont Service Center
 Attn: E-Filed I-129
 75 Lower Weldon Street
 St. Albans, VT 054790001

For using a delivery service other than U.S. mail:
 Vermont Service Center
 Attn: E-Filed Premium Processing
 30 Houghton Street
 St. Albans, VT 054782399
 E-Mail Address:
 VSC-PREMIUM-PROCESSING@DHS.GOV

Please Note: The 15-day premium processing time for this I-129 petition will NOT begin until BCIS has received the initial supporting evidence that must accompany your petition.

For assistance or questions regarding your application, you may call our National Customer Service Center at 1-800-375-5289 (TTY 1-800-767-1833). For the status of your application, you can access the BCIS web site at <http://www.uscis.gov>.

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The 15-day premium processing time for this I-129 petition will **NOT** begin until USCIS has received the initial supporting evidence that must accompany your petition.

The supporting documentation required for E-Filed Premium Processing will be the same as the supporting documentation required in the I-129 OMB form instructions.

- The 15-Day Premium Processing Clock for Upgrades will start on the day your E-Filed application is received by USCIS (see E-Mail Notices) as long as the I-907 is properly submitted to the correct Service Center where your I-129 is located. To properly submit the Premium Processing Upgrade:
 - You must provide the correct receipt number and pending I-129 processing location.
 - When you submit a premium processing upgrade all the supporting documentation for the pending I-129 should have been already submitted to the appropriate Service Center.

- If you have not submitted all the supporting documentation for the pending I-129 to the appropriate Service Center you should NOT E-File a Premium Processing Upgrade.
- If these requirements are not met when you E-File a Premium Processing Upgrade for a pending I-129, the 15-day Premium Processing clock could be paused until the appropriate Service Center receives all required supporting documentation.

E-mail Notices

If you provide an e-mail address when you file the I-907, you should receive e-mail notices to indicate that the case has been successfully uploaded into the case management system.

- Please note that these e-mail notices are not generated by the E-Filing system.
- Also, you may receive follow up e-mails as reminders to submit supporting documents.
 - If you receive a follow up e-mail please immediately take appropriate action to address the message.

I-907 Mailing Addresses for Supporting Documentation

If you have E-Filed your petition but were unable to save and/or print the PDF version of the petition and confirmation receipt notice, you should:

- Wait to receive the official receipt notice (Form I-797) in the mail;
- Note the receipt number on the I-797; and
- Mail the supporting documentation to one of the addresses below, if the petition is a non-premium processing case.
 - Include a cover letter referencing your receipt number and clearly state that the supporting documentation is for an E-Filed petition.

IF...	THEN...	THEN...
	P.O. Box	Express Mail
Your petition receipt number begins with “WAC”	Send supporting documentation to: California Service Center Attn: E-Filed Premium Processing P.O. Box 10825 Laguna Niguel, CA 92677	Send supporting documentation to: California Service Center Attn: E-Filed Premium Processing 24000 Avila Road, 2nd Floor, Room 2302 Laguna Niguel, CA 92677 E-Mail Address: CSC-Premium.Processing@dhs.gov
Your petition receipt number begins with “LIN”	Send supporting documentation to: Nebraska Service Center Attn: E-Filed Premium Processing P.O. Box 87373 Lincoln, NE 68501-7103	Send supporting documentation to: Attn: E-Filed Premium Processing 850 S Street Lincoln, NE 68508 E-Mail Address: NSC-Premium.Processing@dhs.gov

IF...	THEN...	THEN...
	P.O. Box	Express Mail
Your petition receipt number begins with “SRC”	Send supporting documentation to: Texas Service Center Attn: E-Filed Premium Processing P.O. Box 279030 Dallas, TX 75227	Send supporting documentation to: Texas Service Center Attn: E-Filed Premium Processing 4141 North St. Augustine Road Dallas, TX 75227 E-Mail Address: TSC-Premium.Processing@dhs.gov
Your petition receipt number begins with “EAC”	Send supporting documentation to: N/A	Send supporting documentation to: VSC Premium Processing Vermont Service Center Attn: E-Filed Premium Processing 30 Houghton Street St. Albans, VT 05478-2399 E-Mail Address: VSC-Premium.Processing@dhs.gov